

**SOUTH WHIDBEY FIRE/EMS
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
August 9, 2012– 5:30 P.M.**

Minutes

In Attendance:

Chairman Kenon Simmons
Commissioner Mike Helland
Commissioner Bob Elliot
Chief Rusty Palmer

In Audience: DC Cotton, DC Beck, DVC Shields, Sherrye Wyatt, Tony Price, Marc Swenson, Annie Collins

- I. Call to Order – Chairman Simmons called the meeting to order at 5:30pm.
- II. Approval of Agenda – Commissioner Helland moved to approve the agenda; motion carried.
- III. Public Input – none
- IV. Consent Agenda - All matters listed within the Consent Agenda have been distributed to each member of South Whidbey Fire/EMS's Board of Commissioners for reading and study. They are considered to be routine, and will be enacted by one motion of the Commissioners with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.
 - a. Approval of Minutes
 - i. Regular Meeting July 12, 2012
 - b. Finance Officer's Reports –
 - c. Monthly Vouchers –
 - i. Payroll Warrants – \$59,976.15
 - ii. Vendor Warrants - \$144,109.24
 - d. Chief's ReportCommissioner Elliot moved to approve the consent agenda; motion carried.
- V. Unfinished Business –
 - a. Levy Restoration update – Chief Palmer presented the ballot title to the board for the record.
 - b. Mid-Year Budget Discussion –
 1. Resolution 2012-12 mid-year budget transfer. Transfer of funds from the reserve account to station 33 and 36 for asbestos abatement and repairs; Commissioner Helland moved to approve; motion carried.
 2. Discussion of Station 34 bathroom addition - moved to the September meeting for bid award and budget adjustment to fund additional costs.

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3. Discussion of major accounts and sub accounts for movement of funds during mid-year budget changes – based on the BARS system; major accounts are defined as the element, sub accounts as the object in the account code. Per District policy; movement of funds from one major account to another requires board approval by resolution, movement of funds between sub accounts requires a Memorandum of Notice to the board at the next regular meeting; all movement between capital accounts and the reserve fund require board approval by resolution.

VI. New Business –

- a. Internal Revenue Service letter to change the District name - chairman signature; Commissioner Helland moved to approve; motion carried.
- b. Badge presentation – Chairman Simmons presented Firefighter Marc Swenson with his badge and welcomed him to the District. As of this meeting Joseph Goss is still in the certification process for Firefighter I.

VII. Announcements - none

- VIII. Varia – Chief Palmer informed the board of a safety issue with tender 31 found during a recent inspection. The safety issue has been resolved on tender 31; other apparatus from the same manufacturer will be inspected and repaired if necessary.

- IX. Executive Session – The board entered session with Chief Palmer at 6:03pm to update the board on the medical condition of an employee. The session ended at 6:15pm.

- X. Action taken as result of Executive Session – none

- XI. Adjournment – 6:16pm

Cindy Rehberg
District Secretary